

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, July 7, 2020 in the County Board Room located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik, Greshay, Hilbert, Schmidt and Kuehl

MEMBERS EXCUSED: None

ALSO PRESENT: James Mielke, County Administrator; Sarah Hinze, Human Resources Director; Tonia Mindemann, Assistant Human Resources Director; Megan Firari, HR Specialist; Karen Gibson, County Clerk; Becky Bell, Human Services and Health Director; David Ehlinger, Finance Director; John Bohonek, County Conservationist; Patti Hilker, Treasurer; Leann Schultz, Insurance and Benefits Coordinator (by phone); Malayna Halvorson Maes, McGrath Consultant (by phone)

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

There were no non-Committee Member County Board Supervisors present.

Marsik asked if anyone present had any public comments. There were none.

Motion by Schmidt to approve the minutes of the regular meetings of June 18, 2020 and special meeting of June 22, 2020. Second by Greshay. Motion carried without negative vote.

Malayna Halvorson Maes provided an update to the previously presented summary of outcomes and findings regarding the Compensation and Benefit Study noting a worksheet calculation error on the preliminary costing. Halvorson Maes answered questions from the Committee members and reviewed the remaining timeline.

The Committee reviewed the Personnel Requisition. Mielke recommended approval of these requests.

One (1) Economic Support Specialist – Lead	Human Services
One (1) Economic Support Specialist-Lead	Human Services
One (1) Account Clerk II	Human Services
One (1) Clinician IV – Outpatient	Human Services
One (1) Customer Service/Support Specialist	Human Services
One (1) Customer Service/Support Specialist	Human Services
One (1) Patrol Deputy	Sheriff's Office
One (1) Drug Task Force Deputy – Part Time 20+LTE	Sheriff's Office
One (1) Drug Task Force Deputy – Part Time <20 hrs.	Sheriff's Office
Two (2) Temporary Clerical (Seasonal)	Treasurer

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Schmidt. Motion carried without negative vote.

Hinze reviewed a document outlining health insurance options previously discussed during the June 22, 2020 special meeting including a new option for Committee consideration. There was discussion regarding the 2021 health insurance options, Health Savings Account (HSA) contributions, and dental insurance premiums.

Motion by Schmidt to grandfather current enrollees in the Low Deductible Health Plan and to allow existing employee a one-time change from the high deductible health plan to the low deductible plan for 2021 with no changes allowed after 2021 and the low deductible plan will no longer be an option for new enrollees; with the 2021 premium based on the lowest cost plan. Second by Hilbert. Motion carried without negative vote.

Motion by Hilbert to approve the 2021 High Deductible Health Plan 2-0 as presented with an 85/15 employer/employee premium contribution and \$750/\$1500 single/family HSA contribution. Second by Schmidt. Motion carried without negative vote.

Motion by Hilbert to approve the new High Deductible Health Plan 2-3 as presented with an 86/14 employer/employee premium contribution \$1000/\$2000 single/family HSA contribution. Second by Schmidt. Motion carried without negative vote.

Motion by Schmidt to continue 2021 County Health Saving Account (HSA) contributions as quarterly. Second by Hilbert. Motion carried without negative vote.

Hinze shared the results of a dental fund analysis completed by Ehlinger. Ehlinger's analysis resulted in a recommendation to reduce the total dental premium by 5.5% in 2021. Ehlinger answered questions regarding his findings and effects on future years.

Motion by Greshay to decrease the 2021 monthly dental premiums by 5.5% while maintaining the 88/12 employer/employee premium contribution. Second by Hilbert. Motion carried without negative vote.

Mindemann presented a request for an unpaid medical leave for 07/15/2020 – 08/13/2020 for an employee with the Human Services and Health Department that previously exhausted 2020 State or Federal Family and Medical Leave (FMLA). Mindemann verified receipt of proper medical certification.

Motion by Schmidt to approve the unpaid medical leave as presented and by doing so does not establish a practice or precedent. Second by Greshay. Motion carried without negative vote.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RECLASSIFICATION – UNION: Andrew Dean, Deputy Sheriff, Sheriff's Office, Shift Change Only, SSU04, ST02, 07/08/2020. PROMOTION – UNION: None. NEW HIRE: Deyvis Perez Laguna, Correctional Officer, Sheriff's Office, \$22.20, DC05, ST02, 7/6/2020. RE-HIRE LIMITED TERM/SEASONAL NEW HIRE: None. LIMITED TERM/SEASONAL REHIRE - Karissa Marquardt, Seasonal Worker, Highway, \$12.75, Misc. / Yr. 3, 7/13/2020. RECLASSIFICATION: None. PROMOTION: None.

The Committee reviewed the Orientation Period Reports as presented.

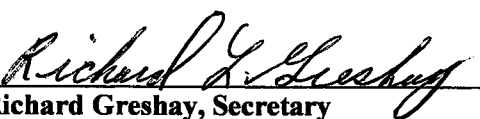
HR Director's Report:

- a) Summary of Employee Resignations/Retirements: Hinze and Firari presented a summary of recent employee resignations/terminations.
- b) Grievances and Arbitrations: No report.

Future Agenda Items: Re-opening of Schools

It was the consensus of the Committee to schedule the next meetings of the Human Resources and Labor Negotiations Committee as follows: Regular Meetings **Tuesday, July 21, 2020 and Tuesday, August 4, 2020 at 1:00 p.m.** which will be held in rooms 1H & I of the Administration Building.

Meeting adjourned by order of the Chairperson at 10:30 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.